



### CORRECTIVE ACTION REQUEST

Standard  
PU 2103

\*( Tick 'V' or 'X' )

\*Category  Critical  Major  
 Minor

#### SECTION 1 : DETAILS OF AUDIT

Auditor

Audit No  /

Auditee

\*Position : CAR No  of

QM  
 SMM  
 Others

Galaxy Aerospace (M) Sdn Bhd

Regulation 4.4.2a(3) Documentation of Organisational Structure

#### SECTION 2 : NON-CONFORMANCE (Include details of objective evidence)

Ref #1. MMP Galaxy Aerospace (M) Sdn Bhd (GAM), Appendix 2.

Ref #2. List of Approval Holder dated 30 Aug 23 - GAM/Q-001C.

The audit found that the Control Number for the List of Approval Holders in MMP Ref #1 (**GAM/Q-001B**) is incorrect, the actual control number is GAM/Q-001C.

Auditor

Date  /  /

Auditee

#### SECTION 3 : ROOT CAUSE AND CORRECTIVE ACTION (Determination of root cause and action plan including completion date)

Root Cause : Date to be completed :  /  /

Typographical error.

Corrective Action :

Correction made on the MMP Part 6 Appendix 2 Para 4.

Auditee  Position :  Date  /  /

#### SECTION 4 : FOLLOW-UP DETAILS AND CLOSE OUT

Verification of implemented corrective actions :

Verified By  \*CAR Close Out ( Tick V ) Date  /  /   
 Yes  No

## MAINTENANCE MANAGEMENT PLAN

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### APPENDIX 2

#### LIST OF MANAGEMENT AND MAINTENANCE PERSONNEL FOR AW139HOM

##### Galaxy Aerospace (M) Sdn Bhd Manpower Resources

1. List of Key Personnel

<u>Positions</u>	<u>Nominated Personnel</u>
Accountable Manager	Dato' Shamsul Kamar bin Samsudin.
Senior Maintenance Manager	Azillah bin Matap
Quality Manager	Omar bin Ahmad.
Maintenance Manager	Razduan bin Zainal (Mechanical). Muhamad Jamil bin Samsudin (Avionic).

2. In order for GAM to perform aircraft maintenance and related activities satisfactorily, it is a requirement to list down the number of personnel employed and their functions within the organization. Due to the fact that the number of employees always changing, the latest breakdown on the number of employees and the functions they fill in is laid down in the latest update by HR Department.
3. GAM from time to time will engage outside contractor when the need arises.
4. For the latest list of certifying staff, reference should be made to Quality Assurance document reference GAM/Q-001C (List of Approval Holder).

DOCUMENT REFERENCE:	GAM/MMP/AW139HOM			DATE:	29 SEP 2023
ISSUE:	1	AMENDMENT:	6	PAGE:	MMP Appendix 2 1 of 1